APPROVED MINUTES

Adult Education Advisory Committee July 12, 2006 Utah State Office of Education Room 241- 10:00 a.m. - 1:00 p.m.

Present: Herb Clark, Jeff Galli, Jared Haines, Suzette Hudson, Hector Mendolia, Edie Mitko, Wayne Mifflin, Paula Oakey, Nate Southerland, Gary Wixom and Carolyn Johnson (Secretary)

Excused: James Andersen, Nancy Birchell, Marty Kelly, Cindy Krueger, Norman Nakamura, Marilyn Nunez and Russ Thelin

Guest: Rochelle Mills

Welcome:

Paula welcomed everyone in attendance, and acknowledged the presence of Rochelle Mills, Project Specialist for Women and Family.

Approval of Minutes:

The minutes of **June 14, 2006** were reviewed, Nate Southerland made a motion to approve them, Suzette Hudson seconded the motion, and the motion passed.

ADVOCACY

(Legislative Update - Jeff)

Jeff indicated that he and other specialists had attended the June Legislative Education Interim Committee to listen to the UBSCT discussions. UBSCT was never addressed but was rescheduled for July 19th. Jeff said he felt that UBSCT wasn't going to have anything to do with adult education. He felt it was addressing Senator Stephenson's reaction to the "frowny" face diplomas and whether or not a student should be getting a diploma if he/she couldn't pass a test. Until a conclusion is reached, there is still the question of what kind of impact it will have on adult education.

Also, in terms of adult education we still know that adults will be expected to take it, there are a lot of questions as to how often they will be allowed to take it, how it will be given, where it will be given, will there be a cost involved, etc., and all of these things still have to be worked out.

Corrections Education - Jeff

There is statute that is shared between public and higher education. In September Jeff will be making a presentation as to why money is going to adult education for offenders.

Letter to Candidates - Edie

Edie shared her desire for the current candidates (House and Senate) across the state to receive a letter by the first part of August from the Advisory Committee under Paula's signature. It was suggested for the letter to have a Fact sheet enclosed, be written in a survey form, and start with an explanation "as adult education supporters we are asking the candidates what their views are on adult education, do they recognize the importance of educating adults, and are they willing to support their funding." The returned forms will be a source of reference to show the candidates "their support in writing" for adult education.

Edie agreed to draft the letter, get it approved, and email it to Paula. Edie will also obtain the candidate addresses. It was suggested to email the letter/survey as well as mail the hard copy. Edie will send the addresses to Carolyn to set up a database for mailing. Jared made a motion in support of the above, Nate seconded it, motion passed.

PUBLIC RELATIONS

PSA - Subcommittee progress report - Nate

There were nine interviewees from Jordan and two from Horizonte that had graduated which took 2-1/2 hours total. Nate went through and pulled out general clips and put together rough cuts of 30, 20 and 10 second television spots. Kirk Strickland, the editor, and Nate are working on a final cut and Nate is hoping to have it done in a week or two. Nate explained their visual layout idea, the open voice narration, and excerpts of students. Additionally, three radio spots will be produced.

He said he has sent invoices to the 23 programs that offered to contribute \$100 toward the project. (The total bill is \$3,500: \$2,300 from the districts and \$1,200 from UEN.). He has also talked to James Yappias about doing a Spanish version; James referred him to a couple of people who could help. Nate indicated the footage could also be used for other adult education endeavors.

Free 1/2 hour television show progress report - subcommittee

Nate was given some information pertaining to the 1/2 hour TV Spot and indicated new questions would be created. Nate had several comments and questions regarding his new assignment:

- How should the format be set up?
- Who was going to be interviewed?
- Are they talking about questions or are the responses going to be scripted as well?
- What was the possibility of talking to someone who had done this in the past?

It was suggested that Marilyn Nunez would be helpful to talk to regarding his concerns.

This agenda item will be readdressed at the next meeting regarding the information Nate is able to resolve.

LOCAL PROGRAM ADVISORY COMMITTEE SURVEY - Review Draft

Marty had indicated at the last meeting that part of the State's corrective action plan was to make sure each adult education program in the state had a local advisory committee. The design of a survey to be sent to the programs was suggested as a way to get the task accomplished. Paula brought a draft for the committee to review. Changes were made in the meeting, Paula said she would have James write an introduction as originally planned, and the committee would revisit this agenda item at the August meeting. (Since the committee met, a revised copy as been sent to the members.)

OPEN PATHWAYS - OUT-OF-SCHOOL YOUTH - Suzette Hudson

Due to changes in the DWS Western Region in Utah as to how formal assessments are being done, and to coordinate with adult education, Suzette explained there is a meeting scheduled on August 1, 2006 at Beaver School District. This meeting is to begin negotiations to refine referrals for TABE tests and common customers. The meeting will involve DWS, the 11 program directors from the districts in the Western Region, Marty Kelly and Shauna South from the USOE, Cindy Krueger from Jordan, and James Andersen will be calling in. She also indicated she had invited DWS program directors from the Central Region to join as technical support and explain how the process worked with DWS and adult education in the Central Region.

Suzette summarized/explained a few situations going on in the state.

- There have been ongoing collaboration testing and referrals within the Central Region. The Western Region could possibly serve as a pilot program from the rural area. However, it is possible that not everything will work in the Western Region that worked for the Central Region. Suzette has documented everything and forwarded it to the Western Region specialist, Kathleen Johnson, giving her ideas of what will and will not work.
- When a TABE test is completed the results are sent to an employment counselor for DWS. Central Region does a narration or explanation which is helpful for the employment counselors for DWS. Then the adult education staff receives the opportunity to remediate or complete 12 contact hours that is needed for classifying a client as an "enrollee" for adult education. (It's a win-win for what is charged \$35.)
- DWS clients receive services of added value for what was charged. DWS gets the results and the employment counselors and customer get indications of what would be an appropriate option for either education option for either education or employment.
- The student receives a beginning of 12 contact hours all for \$35.
- All of this will depend on what is appropriate for the Western Region.

Suzette encouraged Wayne if he had any items he wanted on the agenda to be sure and send them to Marty because she is putting it together.

OUT-OF-SCHOOL YOUTH - Suzette Hudson

Suzette's second item was how to improve students' school attendance and how to serve out-of-school youth. She said she had been meeting with Marty, Susan Loving and a committee trying to work around but still respect the FERPA and confidentiality laws in an attempt to identify out-of-school youth. In answer to a question by the Council as to whether or not we were covered by the MOU to obtain names, and because we were not, Marty researched and provided a document of figures representing dropout incidences throughout the state.

The committee discussed the fact that the figures were not real accurate; however, it was a way to find parents and students who may want to connect to DWS and adult education services. Suzette shared an idea if DWS could provide the resources they would request Superintendent Harrington, who sits on a WIC Committee, to do a mailing to parents with students who have issues with retention. This would be one way to provide information but not have to identify students by names. Discussion followed regarding the problem of obtaining names/lists. Several members shared stories and experiences indicating the word "purchase" had become a resource for them to get names.

As Suzette mentioned, "this is where we are at right now" in helping people. The committee felt it was a possibility to consider as a way to serve out of school youth.

Introduction - Rochelle Mills

Suzette introduced Rochelle Mills, Project Specialist, from Utah Commission for Women and Families. Rochelle explained how she met up with Suzette, and that in 2004 her organization was placed under the DWS umbrella of the Office of Work and Family - Temporary Assistance to Needy Families (TANF) to help with funding. Rochelle was a member of the think-tank with the Spafford Leadership Group of which Education was a long term goal making sure any woman in Utah (no matter how old she was) needed to facilitate in getting her GED or diploma.

Rochelle indicated there is an 84 percent female dropout rate of pregnant mothers who raise their families without obtaining additional education. The children seem to follow the same cycle of poverty.

Rochelle is presently looking at different resources and information such as childcare, transportation, mentoring, and support groups to let mothers know what is available so they can access GED or high school services.

LUNCH

OTHER BUSINESS

Membership open positions - Updates

There was some brief discussion of various organizations and Nate asked if anyone had ever approached Ivory Homes regarding membership. He indicated they did a lot of training for Hispanic workers and had a lot of support programs.

Edie mentioned that United Way was made up of a lot of business people and Suzette was requested to ask Marty to check with United Way about finding a person to serve on the Advisory Committee. Suzette clarified whether or not Agnes, from United Way, would be representing Member at Large. Suzette asked if Rochelle could attend and possibly represent a position on the committee of which a positive response was received.

AGENDA ITEMS FOR NEXT MONTH

Check on the progress for the 1/2 hour television show. Take a look at the draft letter Edie is composing. Revisit the membership positions

SUCCESS STORIES

Paula showed the committee the binder that will house the success stories at the State Office which already had one story included from the Tribune that Marty had sent to her.

ADJOURN

Edie moved to adjourn, Wayne seconded, and the motion passed.